

Neighborhood Improvement Development Corporation

Request for Proposal #57366
Scattered Sites Rental Property Management Services

Addendum #1
July 6, 2012

THIS ADDENDUM TO THE SPECIFICATION IS ISSUED TO MODIFY, CLARIFY OR CORRECT THE ORIGINAL DOCUMENTS AND IS HEREBY MADE A PART OF SAID DOCUMENTS.

Questions received and Answers given:

Question 1: Is there a requirement to have brokers or real estate sales license to obtain this contract?

Answer 1: No, you do need to have a State of Wisconsin real estate broker's license.

Question 2: What was the amount paid to the last firm's that won these contracts?

Answer 2: In the interest of the integrity of the competitive procurement process, that information cannot be given out at this time.

Question 3: Can I inspect the units before I give a bid?

Answer 3: No. There will not be a walkthrough of the properties. The properties to be managed are listed in the RFP, if you desire to see them from the outside.

Question 4: Letter of Transmittal – who is it addressed to? Is it just attention NIDC?

Answer 4: It can be addressed to Jim Sayers, NIDC.

Question 5: Page 3, B and C. Coordination almost sounds as if that is for a rehab project, please clarify. Products also sounds like that is for a rehab project please clarify

Answer 5: While it could apply to a rehab project, I think it applies to this scope as well. Specifically, NIDC would have a point person that the vendor would contact on a frequent basis to update NIDC on how things are going.

Question 6: Page 5, C. What do you mean by providing a sample contract?

Answer 6: If the property management company has a proposed contract or other agreement between your company and NIDC, please submit with your proposal. If there is none, state that you have no proposed contract or agreement between your company and NIDC.

ALL PROPOSERS SHALL ACKNOWLEDGE RECEIPT AND ACCEPTANCE OF ADDENDUM NUMBER 1 (DATED July 6, 2012) FOR THIS REQUEST FOR PROPOSALS #57366, BY SIGNING IN THE SPACE PROVIDED AND SUBMITTING THE SIGNED ADDENDUM WITH YOUR PROPOSAL. PROPOSALS SUBMITTED WITHOUT THIS ADDENDUM MAY BE CONSIDERED NON-RESPONSIVE.

SIGNED THIS _____ DAY OF _____, 2012.

SIGNATURE

COMPANY NAME